

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, July 14, 2014

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Bob Burns, Council Members: DeWayne Schroeder, Paul Fisch, Bob Lemke and Member Randi Vick. City Staff Present: Administrative Coordinator Mike Gerardy, City Clerk/Administrator: Ted Schoonover. Guests: Christine Rischette and Caledonia Argus reporter Jordan Gerard.

AGENDA: Motion by Member Fisch, second by Member Vick to approve the agenda as amended. All voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Mayor Burns, second by Member Lemke to approve the consent agenda, which consisted of the regular meeting minutes from June 23, 2014 Regular meeting. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: Mayor Burns presented the Council with a pamphlet from the Chamber of Commerce announcing the "Caledonia Sings" promotion that will take place on August 8, 2014 at the High School. Although the council feels it is a good program they don't feel they can donate to the program. He also presented the council with a letter from the Wiebke family who is hosting a fund raising event for the Shawn Smith family who has a medical condition and are also seeking donations. Although they have empathy and sympathy for the family this is not something the city can participate in. We hope both the singing event and the Smith families have great results.

ADMINISTRATIVE COORDINATOR: Mike Gerardy asked the council if they had considered revising the ordinance for garages to a larger percentile of the overall lot size. The consensus was that they had no considered and felt it was not an option at this juncture. Gerardy then presented the council with some information about a resident that applied for a zoning permit to build a shed in 2007, it was denied by the council as he already has an unattached garage and by allowing another accessory storage building it would be against the current zoning regulations. This property owner apparently decided to build a shed anyway and is now in violation of City Ordinance 153.210 and a notice and citation shall be issued in accordance with the code.

Gerardy presented the council with two bids to replace the roof on well house # 6. Stemper Constructions bid was for \$2,065.00 and Caledonia Lumber was \$2,533.69. Motion by Mayor Burns, second by Member Vick to approve the lower bid of Stemper in the amount of \$2,065.00. All members present in favor and the motion was declared carried.

Gerardy informed the council that we are still waiting on seal coating quotes but we need to look at paving Grove St where we have a large patch. He feels it would be better to just repave the entire block from Kingston St to Decorah St. and has a quote from Klaetsch Paving for \$19,200.00 and Mathy Paving in the amount of \$17,925. Motion by Member Fisch, second by Member Lemke to approve the repaving and award the work to Mathy Paving. Roll call of votes. Yes: Member Fisch, Schroeder, Vick, Lemke. No: None. Abstain: Mayor Burns. Motion was declared carried.

The Mayor closed the regular meeting and opened up a public hearing to discuss a zoning application for 425 Vista Dr. to install a sign for the business. Gerardy stated it would require a 30' setback on the North property line and a 18'6" variance on the West property line. The sign will be lighted on one side and face La Vista Dr. Motion by Mayor Burns, second by Member Vick. All members present voted in favor and the motion was declared carried.

Gerardy stated that a public hearing will be needed to discuss another zoning application at 712 Marilous Ct. for a garage. The first date available will be July 28, 2014. Motion by Mayor Burns, second by Member Vick to set the public hearing for July 28, 2014 at 6:15 p.m. All members present voted in favor and the motion was declared carried.

Gerardy informed the council that one of the townhomes in town has inquired about adding an additional stall in his garage. His lot is large enough and would only require a green space varaiance but the way the current ordinance reads they are already at the maximum square footage for garage spaces. Gerardy recommended that we amend the ordinance specifically to address this issue with townshomes. Motion by Mayor Burns, second by Member Fisch to set the hearing for July 28, 214 at 6:30 p.m. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a quote from Winona Mechanical for 2-4” pumps and 2-10” pumps to bring the WWTP up to compliance and to satisfy the recent MPCA inspection deficiency letter the city received. Motion by Member Schroeder, second by Member Vick to purchase the pumps and to move forward. All members present voted in favor and the motion was declared carried.

Gerardy and Schoonover informed the council that a parcel of land was forfeited by the owner and turned over to the state, it now has come back and the city has first right to claim it. If the city wanted to claim it we would have to use it for public good, ie... Park, well site, parking lot etc... If not the county may take the property and sell it for taxes. Schoonover mentioned that at some point the adjoining property maybe available and would be more suited for something we could utilize. Consensus of the board was to take no action and allow the county to take control of the property.

Gerardy informed the board that he has received a price of \$170.95 to place lights on the flags at both entrances to town. Motion by member Fisch, second by Member Vick to purchase the lights. All members present voted in favor and the motion was declared carried.

NEW BUSINESS: Administrator Schoonover presented the council with Resolution 2014-006 Appointing 2014 Election Judges for the Primary and General election. Motion by Member Schroeder, second by Mayor Burns to adopt the Resolution 2014-006. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Vick to approve the gambling permit for the Caledonia Rod and Gun Club for a benefit on September 6, 2014. All members present voted in favor and the motion was declared carried.

Motion by Member Vick, second by Member Lemke to approve a gambling permit for St. Mary’s Catholic Church for a benefit on October 26, 2014. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Vick to approve a temporary liquor license for Caledonia Rotary Club on September 6, 2014. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with an invitation to attend the Southeastern Minnesota League of Cities meeting in Winona on July 29, 2014. Due to other conflicts no one will be available to attend. No action taken.

Motion by Mayor Burns, second by Member Lemke to approve the following Ambulance Subsidy Contracts with Sheldon Township, Eitzen City, Wilmington Township, Mound Prairie Township, Crooked Creek Township. All members present voted in favor and the motion was declared carried.

The Caledonia Economic Development Authority has made a recommendation to the City Council to approve an Intermediary Revolving Loan between the City and Naaren and Travis Kingsley, dba Caledonia Vet Clinic in the amount of \$125,000. Roll call of votes. Yes: Mayor Burns, Members Schroeder, Fisch, Vick, Lemke. No: None. Motion carried.

The Caledonia Economic Development Authority has made a recommendation to the City to conduct a public hearing asking for a tax abatement for the Caledonia Veterinary Clinic new facility. Motion by Mayor Burns, second by Member Vick to set the date for August 25, 2014 at 6:15 p.m. All members present voted in favor and the motion was declared carried.

The Caledonia Economic Development Authority has made a recommendation to the City to appoint Matt Schuldt to replace Mike Werner on the EDA Board effective immediately. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Schroeder to approve the claims as presented. All members present voted in favor and the motion was declared carried.

Abrams & Schmidt LLC	Consulting Attorney	54.00
Advertising Concepts	Rec Park Shirts	203.00
Airgas USA, LLC	Oxygen/Acetylene	128.80
Alco Stores, Inc.	Pool – Misc. Supplies	92.92
Allied Products Corporation	Park Area’s – Flags	297.70
American Lock & Key	Keys	27.00
Artic Glacier USA, Inc.	Ice	394.15
Artisan Beer Company	Liquor Store Inventory	154.15
B & M Service Center	Fuel	23.00
Baker & Taylor Books	Library – Books	669.06
Becker & Stemper Electric	Fixture Repair	51.48
Bonanza Grain, Inc.	Sand	121.00
Bound Tree Medical, LLC	Miscellaneous Items	329.25
Bureau of Criminal Appreh.	Annual CJDN Remote Access	840.00
Caledonia Implement Co.	Mower Parts & Gloves	138.00
Caledonia Oil Company	Tire Repair & Car Maintenance	186.60
Caledonia Police Reserves	Donation American Legion Lighted Sign	250.00
Caledonia Ready Mix, Inc.	Storm Sewer Materials, Hydrant Posts	150.75
Central Cable Contractors, Inc.	Bore West South Street	450.00
Clarey’s Safety Equipment, Inc.	Fluids	34.00
Credit Bureau Data, Inc.	Utility Collection Fee’s	19.77
Dalco	Cleaning Supplies	177.23

Davy Engineering	Engineering Fee's	1,090.91
Davy Laboratories	Lab	1,679.92
Dawson Truck Parts, Inc.	Truck 1420 Parts/Labor	489.24
E O Johnson Company	Copier Agreement	506.03
ECM Publishers, Inc.	Advertising	246.68
Edwards Investments	TIF 2-2 Interest Payment	5,218.43
Eitzen State Bank	Certificate of Indebtedness	13,607.58
Electric Pump	Sunnyside Lift Station	4,769.51
Expert T Billing	Contracted Billing	442.00
Family Circle	Library Book	35.91
Fire Safety USA, Inc.	Small Equipment	388.50
First Supply LLC	Repair Parts, Repair Materials	2,855.57
G & F Distributing	Liquor Store Inventory	319.50
Gexpro	Light – Misc.	196.33
Gopher State One-Call	Location Notifications	142.20
Hammell & Murphy, PLLP	Prosecution & General Matters	3,018.00
Hoskins Electric Co.	Labor on Panelview	68.00
Houston County Treasurer	Traffic Engineering	366.67
Innovative Office Solutions	Office Supplies	108.84
Jack Neumann Trucking	Freight Expense	112.00
Jeff's Automotive Repair	Repairs #20	237.33
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,764.31
K Properties	Tax Abatement	531.08
Ken's Small Engine	Repair Parts	15.95
Kids Corner Daycare	Tax Abatement	1,137.69
Lange, Tony	Reimbursement – Tourney Conc. Stand	18.00
League of MN Cities Ins. Trust	Annual Pay Plan	37,423.00
Lind Awards & Engraving	Tourney Medals	118.00
MC Sports #172-LaCrosse	Rec Park – Mitt	79.99
Menard's	Door/Latches/Lock	188.35
Miken Sports	Tax Abatement	1,956.84
Minnesota Energy Resources	Natural Gas	3,330.79
Mississippi Welders Supply Co.	Oxygen	164.93
MN Municipal Beverage Assn.	Annual Association Dues	510.00
Moss & Barnett	Ace Franchise Renewal	31.00
Municipal Pipe Tool Co., Inc.	Jet Clean Sanitary Sewers/Lift Station	7,849.10
Neenah Foundry Company	Storm Sewer Materials	671.06
Northern Beverage Distribution	Liquor Store Inventory	2,960.45
Northland Trust Services, Inc.	General Obligation Bond Series	6,732.00
Paradise Pool & Spa	Pressure Gauge	12.00
Paul's Towing	Towing Expense	125.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	897.39
Quillins IGA	Concession Stand	103.02
RDO Equipment, Co.	Loader Repairs	903.29
Resco	Light – Misc.	287.88
Richard's Sanitation	Refuse Disposal	169.83
Schilling Supply Company	Bags/Sacks/Copy Paper	308.72
Schott Distributing Co., Inc.	Liquor Store Inventory	11,001.83
SE Libraries Cooperating	Auto Fee's, 4 Desktop Computers	3,424.90
SE Minnesota EMS	Registration Fee	450.00
SEMA Equipment, Inc.	Repair Parts	27.51
SEMNIT	Tech Services	340.00
Servocal Instruments, Inc.	Pump Repairs/Maintenance	820.24
Sherwin Williams Company	Yellow Curb Paint	20.23
Sno Pac Foods, Inc.	Tax Abatement	2,687.90
Southern Wine & Spirits of MN	Liquor Store Inventory	761.40
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	366.30
St. Mary Auto Body Shop	2 – Tow's	250.00
Sterling Computer Products	Library – Printer Ink	108.83
Storlie's Portable Pit Stops	Toilet Rent	144.28
Swnifra, Inc.	Registration Fee	510.00
Total Register Systems	Total Care & Updates	1,295.00
Tri-County Electric Co-op	Electric Energy	188,835.37
Tri-State Ambulance, Inc.	Repairs/Maintenance	1,181.99
United Auto Supply, Inc.	Miscellaneous Items/Parts	53.46
Vinocopia, Inc.	Liquor Store Inventory	383.46
Water Systems Company	Drinking Water	13.47
West Main Townhomes of Cal.	TIF Payment 2-1	4,162.10
Zarnoth Brush Works, Inc.	Disposal of Gutter Broom	322.50
Zep Sales & Service	Can Liners	196.33
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	87.24
		<u>\$ 326,425.02</u>

Motion by Member Vick, second by Member Lemke to approve the prepaid claims as presented. All members present voted in favor and the motion was declared carried.

Business Financial Planning	Cafeteria Plan 6-10-14	192.30
Caledonia Police Association	PD Association Dues – June 2014	95.00
Commissioner of Revenue	State Withholding	1,498.13
ING Institutional Plan Services	TSA Payday 6-10-14	550.00

IUOE Local 49	Union Dues	393.00
Merchants Bank	Federal/FICA/Medicare	7,887.90
MN Child Support Payment Cnt.	Case ID 001470764201	223.81
Public Emp. Retirement Assn.	PERA Payday 6-10-14	6,341.17
TDS Media Direct, Inc.	Liquor Store – Brochure Ad	265.00
Buttell's Lighting	Bulbs	153.40
Independent School District	City Share Crossing Guard	1,573.03
Resco	Light – Inventory	6,179.88
Streicher's	SM Equipment	232.97
Wicka, Daniel	Pump Lubricant	189.24
Alexis Fire Equipment Co.	Clapper Valve	385.66
Houston County Treasurer	MSHA Refresher, Cold Mix	465.75
MN Department of Health	Application Fee	64.00
Northern Beverage Distribution	Liquor Store Inventory	1,179.10
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	187.95
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Artisan Beer Company	Liquor Store Inventory	73.90
B & M Service Center	Fuel	188.05
Bellboy Corporation	Liquor Store Inventory	157.91
Caledonia True Value	Miscellaneous	571.65
Caledonia Volunteer Fire Dept.	Relief Association	600.00
Conrad, Tom	Music in the Park	250.00
G & F Distributing	Liquor Store Inventory	38.75
Hawkins, Inc.	Chemicals	1,017.49
Jack Neumann Trucking	Freight Expense	100.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,627.59
Kraus Oil Co, Inc.	Unleaded	1,491.75
Northern Beverage Distribution	Liquor Store Inventory	256.00
Pederson, Harold	Music in the Park	500.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	916.30
Rask, Nicholas	Animal Control	75.00
Recreation Supply Company	Pool – 6" Flowmeter	222.00
Schott Distributing Co, Inc.	Liquor Store Inventory	2,901.73
Schultz, David	Defective Sidewalk	253.52
SEMA Equipment, Inc.	JD Mower Repair	174.42
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	18.75
Principal Life	Life/Ad&d/STD	440.91
Resco	Inventory	2,213.42
Rud, Vanessa	WSI Course Fe	215.00
Zarnoth Brush Works, Inc.	Broom Refill	-442.00
Heimer, Shawn	Reimbursement – Summer Rec Fee	45.00
Hoscheit, Jim	Batting Tee's	118.00
Mann, Stephanie	2014 Clothing Allowance	60.00
Northern Beverage Distribution	Liquor Store Inventory	1,195.25
Rud, Vanessa	Reimbursement Swim Tubes	32.97
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	145.75
US Postal Service	Stamped Envelopes	8,669.15
Business Financial Planning	Cafeteria Plan 6-24-14	192.30
Caledonia Conv. & Tourism	Tourism	571.90
Commissioner of Revenue	State Withholding	1,659.35
ING Institutional Plan Services	TSA Payday 6-24-14	550.00
Merchants Bank	Federal/FICA/Medicare	8,886.95
Minnesota Baseball Tournament	Registration Fee	390.00
MN Benefit Association	MBA Payday 6-24-14	62.96
MN Child Support Payment Cnt.	Case ID 001470764201	223.81
NCPERS Minnesota	NCPERS Payday 6-24-14	80.00
Public Emp. Retirement Assn.	PERA Payday 6-24-14	6,537.32
Schott Distributing Co, Inc.	Liquor Store Inventory	5,227.33
Southern Wine & Spirits of MN	Liquor Store Inventory	2,576.16
Blue Cross Blue Shield of MN	PD – Health Insurance	1,430.87
Danielson, Orville	Replace Door at American Leg. Shelter	90.00
Merchants Bank	Federal/FICA/Medicare	435.20
MN Post Board	License Renew	180.00
Public Emp. Retirement Assn.	PERA/DCP	150.00
Schoonover, Ted	City Clerk – Travel Expense	280.00
Mayo Clinic Health System	Health Care Provider CPR Cards	245.00
MN Dept. of Commerce	Energy Comm Year 2015	38.41
MN Post Board	License Application	90.00
Christman & City, Paula	Meter Deposit Refund	250.25
Coca-Cola Bottling Company	Liquor Store Inventory	187.20
Francisco & City, Robert	Meter Deposit Refund	250.25
Groves & City, April	Meter Deposit Refund	250.16
Lane & City, James	Meter Deposit Refund	250.25
McCoy & City, Debbie	Meter Deposit Refund	250.25
Mitchell & City, Elizabeth	Meter Deposit Refund	250.25
Northern Beverage Distribution	Liquor Store Inventory	1,718.70
Oesterlie & City, Brandi	Meter Deposit Refund	250.25
Patel & City, Daxaben	Meter Deposit Refund	250.25
Reinhart & City, Leonard	Meter Deposit Refund	250.25

Spring Grove Soda Pop, Inc.	Liquor Store Inventory	195.00
Stemo & City, Zachary	Meter Deposit Refund	250.25
Houston County Treasurer	Ho. Co. Collection Site	4,011.00
IUOE Local 49 Benefit Fund	Health Insurance	16,772.00
MN Dept. of Revenue	Sales/Use Tax	16,597.00
Richard's Sanitation, LLC	Recycling Collections	6,752.70
VISA	ECG Simulator, Freezer, DVD's	1,618.25
Warner, Charlie	Music in the Park	150.00
AcenTek Ascending Tech.	Communication Expense	1,097.05
Busta, Jim	Music in the Park	599.99
Civic Systems, LLC	Semi-Annual Support	2,421.00
Commissioner of Revenue	State Withholding	328.43
Elsie's Bar & Grill	Lunch for Chief's Meeting	52.37
Good, Sandy	Music in the Park	400.00
Jack Neumann Trucking	Freight Expense	175.00
John & Teresa Condon	Music in the Park	175.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,857.14
Klug, Anthony	Consulting Services	800.00
Merchants Bank	Federal/FICA/Medicare	2,107.07
Northern Beverage Distribution	Liquor Store Inventory	342.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,798.92
Public Emp. Retirement Assn.	PERA Payday 7-2-14	1,137.89
Schott Distributing Co, Inc.	Liquor Store Inventory	5,658.00
SEMNIT	Tech Services, Anti-Virus Renewal	2,070.04
Verizon Wireless	Communication Expense	156.05
Welda, Joni	Music in the Park	500.00
US Postal Services	Postage Stamps	21.00
League of MN Cities	Street – Claim C0016677	1,000.00
Business Financial Planning	Cafeteria Plan	192.30
Caledonia Police Association	Association Dues	85.00
ING Institutional Plan Services	TSA Payday 7-8-14	550.00
IUOE Local 49	Union Dues	429.00
Merchants Bank	Federal/FICA/Medicare	8,497.97
Meyer's Lawn Service	Street Clean-up	150.00
MN Child Support Payment Cnt.	Case ID 001470764201	223.81
Public Emp. Retirement Assn.	PERA Payday 7-8-14	6,655.95
Schwartz, Dan	2014 Uniform Allowance	125.00
Southern Wine & Spirits of MN	Liquor Store Inventory	3,248.80
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	35.00
Merchants Bank	ACH Fee	31.77
Northern Beverage Distribution	Liquor Store Inventory	1,610.10
Caledonia Oil Company	Unleaded	1,697.18
Heiden, Jacklyn 2014 Uniform Allowance		52.59
		<u>\$ 182,318.79</u>

Schoonover presented the council with a request from Dan Boesen, WWTP Supervisor to allow him to contribute into the Minnesota Compensation Plan 457 Roth. This is a program separate from PERA but is available to any government employee who is PERA eligible. There is no cost to the city. Consensus of the council was to allow him to participate. No action taken.

Schoonover presented the council with a request from the Dolphins asking the city to donate 2015 pool passes for the basket raffle as they had in the past donated one family and one individual pass. Motion by Mayor Burns, second by Member Vick to donate as we have in the past. All members present voted in favor and the motion was declared carried.

Employee time sheets were reviewed.

The next regular meeting will be on Monday July 28, 2014, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, second by Member Schroeder. All voted in favor and the motion was declared carried to adjourn at 7:47 p.m.

Robert H. Burns

Ted A. Schoonover
Clerk-Administrator